

CENTRAL INTELLIGENCE AGENCY  
WASHINGTON, D.C. 20505

2 NOV 1983

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MEMORANDUM FOR:

[Redacted]  
Executive Secretary  
Interagency Group/Countermeasures

SUBJECT:

Draft Guidelines for the Preparation of Damage  
Assessments Involving Compromise of Classified  
Information

REFERENCE:

5 October 1983 IG/CM Meeting Action Item -  
Comments on Proposed Damage Assessment  
Guidelines

1. This Agency has reviewed the Guidelines for the Preparation of Damage Assessments Involving Compromise of Classified Information, which were distributed for comment at the 5 October 1983 meeting of the Interagency Group/Countermeasures.

2. We find the guidelines essentially adequate. As an additional safeguard, we would suggest only the following minor changes in paragraph 3 (changes underlined):

3. System of Control of Damage Assessments

Departments and agencies should establish systems of control over the damage assessment process to ensure that assessments are performed in appropriate circumstances, and that records are maintained in a manner that facilitates their retrieval and use within the department or agency concerned, and that access to them is restricted to persons who have a legitimate need-to-know.

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CIA Member  
Interagency Group/Countermeasures

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